

STATE OF SOUTH DAKOTA CLASS SPECIFICATION

Class Title: Photographer

Class Code: 21061

A. Purpose:

Operates photographic equipment to photograph and develop pictures of people, events, items, charts, graphs, and specimens to illustrate news stories, articles, scientific processes, resource data; visually recorded history; and promote a variety of activities.

B. Distinguishing Feature:

The Photographer is a working photographer.

The Senior Photographer must supervise other photographers by completing performance appraisals. Either classification may supervise the film technician or clerical support position.

C. Functions:

(These are examples only; any one position may not include all of the listed examples nor do the listed examples include all functions that may be found in positions of this class.)

1. Photographs individuals, groups, events and objects by arranging equipment such as lighting, screens, backdrops, and props to obtain desired effects.
2. Processes photographs from the initial film development through the enlargement and print development process to ensure quality processing and pictures.
3. Provides photo illustrations and documentations for scientific research, reports or documents.
 - a. Obtains photographs of specimens or objects not visible under normal conditions.
 - b. Reproduces photos.
4. Promotes events, organizations, colleges, departments and South Dakota by creating attractive, artistic, aesthetically correct photographs using a variety of photographic techniques.
5. Maintains black and white and color slide files to ensure an adequate supply of photos.
6. Fills photo requests received from requestors to ensure good customer service.
7. Performs other work as assigned.

D. Reporting Relationships:

The incumbent does not supervise.

E. Challenges and Problems:

Challenges include maintaining artistic quality in photographs shot in varying locations under all types of weather conditions and conforming to varying standards of clients based on publication guidelines or customer requests within limited time frames.

Typical problems include constant deadlines especially when a photograph must be taken under less than ideal conditions.

F. Decision-making Authority:

Decisions include scheduling photograph sessions and locations; darkroom procedures; choosing materials, chemicals, and other supplies needed to produce quality pictures; and scheduling work-study students' hours.

Decisions referred include budget approval and large expenditure requests and policies.

G. Contact with Others:

Daily contact with organizations, publications staff, and individuals requesting photos.

H. Working Conditions:

Mixes chemicals and solutions, breathes irritating fumes in a darkroom and is required to lift and carry heavy lighting and camera equipment often to a variety of sites involving climbing ladders or shooting from the top of a building.

I. Knowledge, Skills and Abilities:

Knowledge of:

- the procedures, materials, and equipment used in photography and film processing;
- the aesthetic and artistic qualities that constitute a good photograph.

Ability to:

- operate still and motion picture cameras and related equipment;
- develop prints and negatives;
- develop and maintain an effective working relationship with other agencies and the public.